

**R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR – 522 019**  
**Student Amenities Committee**

The following are the members of Student Amenities Committee:

Name of the member	Dept.	Designation	Contact No.
Dr. N.Nagamalleswara Rao (Convenor)	IT	Professor	9490114628
Dr.M.Murali (Coordinator)	Chemistry	Associate Professor	7382323007
Sri M.V.Bhujanga Rao	IT	Assistant Professor	9849098281
Sri E.Ramesh	CSE	Assistant Professor	9885620595
Sri P.Siva Prasad	ECE	Assistant Professor	9985894745
Sri Ch.Deva Raj	MECH	Assistant Professor	9290567053
Sri G.Veeranjaneyulu	EEE	Assistant Professor	9885361554
Sri. P.Siva Prasad	MCA	Assistant Professor	9866093651
Sri T.Murali Krishna	CSE	Programmer	9490605469
Sri T.Mallikarjuna Rao	Civil	Technician A	9177184411
Sri.G.R.N Chowdary	MECH	Technician A	9848384828
Sri B.Sambasiva Rao	S&H	Technician A	9490006525
Sri. V.Sambasiva Rao	Library	Jr.Assistant	9492662308
Sri. N.Venkata Srinivas	Office	Sr.Assistant	9492615011
Sri. B.Srinivasa Rao	Office	Jr.Assistant	9493239173

**Responsibilities of the committee:**

**Convenor/Co-ordinator:**

- Convene meetings and discuss about the regular functioning of the canteen with the members and students.
- Check the arrangements/quality of the food supplied in the canteen and food/stationary materials in the college stores and also that during various functions and events conducted in the college.
- Discuss the financial position with the management members and regulate the prices of the supplied items both in the canteen and college stores.
- Monitor the supply of drinking water, Water treatment plants, maintenance of various equipments, etc.
- Suggest improvements, in the facilities provided to the staff and students, to the management and implement the same for the best satisfaction of the target group.
- Any other activity for smooth functioning of the college canteen and college stores.

# COLLEGE CANTEEN

## MAINTENANCE MANUAL

### STAFF REQUIRED:

#### Office Staff:

- |  |   |   |
|--|---|---|
| 1) KITCHEN STORE KEEPER – CUM – SUPERVISOR | : | 1 |
| 2) ASSISTANT KITCHEN SUPERVISOR            | : | 1 |
| 3) TOKEN COUNTER ASSISTANT                 | : | 1 |

#### Kitchen & Service Staff:

- |                               |   |   |
|-------------------------------|---|---|
| 1) Cook                       | : | 1 |
| 2) Assistant Cook             | : | 2 |
| 3) Tiffin Masters             | : | 2 |
| 4) Cutting master             | : | 1 |
| 5) Service counter Assistants | : | 4 |
| 6) Room Service Assistants    | : | 2 |
| 7) Dining Area Assistants     | : | 3 |
| 8) Cleaning Assistants        | : | 3 |
| 9) Supervisor                 | : | 1 |

TOTAL : 19

## KITCHEN STORE KEEPER – CUM – SUPERVISOR:

### JOB RESPONSIBILITIES

1. Shall receive stores and issue supplies to scale.
2. Shall be responsible for making direct purchase of such commodities as are delivered by the supplier for the canteen kitchen such as cooking gas / fuel etc.
3. Shall show all supplies received to the Convener of the Canteen for approval.
4. Shall maintain stock register satisfactorily.
5. Shall maintain strict regulations according to procedure, for all receipts, issues, balance.
6. Shall verify supplier's bills.
7. Shall properly arrange the stores and attended to physical checking of the stores every week / month and submit his report regarding surpluses, losses etc to the Canteen Convener.
8. Shall be responsible for ordering daily kitchen supplies in consultation with the Canteen Convener, and shall ensure that the kitchen supplies / stores are delivered by the supplier on time.
9. Shall check the quantity of all provisions delivered, properly entering them with the help of the Assistant Kitchen Supervisor.
10. Shall issue daily rations with the help of the Assistant Supervisor to cooks / catering helpers as per the menu requirements, and as per the number of meal takers; to ensure economical usage and no wastage.
11. Shall be responsible for proper cooking of all meals and serving of the same to the students and staff on time.
12. Shall be responsible for maintaining proper inventory of all kitchen crockery, utensils, cutlery, machinery and equipment.
13. Shall report to the Canteen Convener regarding repairs of all such machines and equipment.
14. Shall report loss and damage of crockery, utensils, cutlery etc., to the Canteen Convener.
15. Shall report to the Canteen Convener and during his absence to the next in command regarding all personnel / disciplinary and administrative matters relating to the kitchen staff.
16. Shall report to the Menu Committee on all food matters and problems relating to the menu.
17. Shall be responsible for depositing the cash collection of the token counter in the bank at the end of the each day.
18. Shall carry out such other duties that are allotted to him / her from time to time by the Convener / Administrative Officer.

## ASSISTANT KITCHEN SUPERVISOR:

### JOB RESPONSIBILITIES

1. Shall be on duty half an hour before working hours of the office and leave half an hour after office hours.
2. Shall help to Kitchen Supervisor in receiving stores and issuing supplies to scale.
3. Shall be responsible for proper maintaining of Cool drinks counter and issue of meals tokens against meals cards.
4. Shall be responsible, along with Kitchen supervisor, for proper cooking of all meals and serving of the same to the students and staff on time.
5. Shall be responsible for the cleanliness of the kitchen staff, kitchen store, dining halls and kitchen premises as a whole.
6. Shall help to Kitchen Supervisor in issuing daily rations to cook(s) / catering helper(s) as per the menu requirements, and as per the number of meal takers, to ensure economical usage and no wastage.
7. Shall observe the usage of the special clothing or aprons provided for Kitchen Assistants, Service Counter Assistants and Dining Area Assistants for use while performing their duties.
8. Shall supervise the cooking to see that food is cooked as required.
9. Shall ensure that the cooked food is stored under hygienic conditions until it is distributed.
10. Shall observe the Food distribution counter and see that appropriate material is distributed after collecting the coupons of concerned.
11. Shall supervise the distribution of food and disposal of food wastes.
12. Shall carry out such other duties that are allotted to him / her from time to time by the Convener / Administrative Officer.

## TOCKEN COUNTER ASSISTANT:

### JOB RESPONSIBILITIES

1. Shall be on duty half an hour before working hours of the office and leave half an hour after office hours.
2. Shall be responsible for proper maintaining of the token issue counter activities.
3. Shall hand over the cash to the Kitchen Supervisor at the end of the each day.
4. Shall carry out such other duties that are allotted to him / her from time to time by the Convener / Administrative Officer.

## COOK:

### JOB RESPONSIBILITIES

1. Shall report to the Kitchen Supervisor on time.
2. Shall open and close the kitchen.
3. Shall represent the kitchen staff to the Canteen Convener
4. Shall receive food articles according to indents from the store keeper.
5. Shall prepare food according to the menu and ensure that all preparation, whether cooked or raw are done in a hygienic manner.
6. Shall maintain and improve the standards of food preparation and service.
7. Shall store cooked food properly till distribution.
8. Shall maintain the cooking ranges and other cooking appliances in good condition.
9. Shall supervise the duties of the other auxiliaries working in the kitchen and their training.
10. Shall observe personal hygiene and use the special clothing or aprons provided for use while performing his duties.
11. Shall maintain cleanliness of the kitchen and utensils.
12. Shall supervise the work of the kitchen staff.
13. Will account for rations supplied to him for day-to-day cooking. All unused rations must be promptly returned to the Kitchen Supervisor.
14. Shall carry out such other duties that are allotted to him from time to time.

## ASSISTANT COOK:

### JOB RESPONSIBILITIES

1. Shall report to the Assistant Kitchen Supervisor on time.
2. Shall open and close the kitchen.
3. Shall help to Cook in food preparation and maintain the Steam Boiler systems.
4. Shall maintain and improve the standards of food preparation and service.
5. Shall store cooked food properly till distribution.
6. Shall maintain the cooking ranges and other cooking appliances in good condition.
7. Shall supervise the duties of the other auxiliaries working in the kitchen
8. Shall observe personal hygiene and use the special clothing or aprons provided for use while performing duties.
9. Shall maintain cleanliness of the kitchen and utensils.
10. Shall supervise the work of the kitchen staff.
11. Shall carry out such other duties that are allotted to him from time to time.

## KITCHEN ASSISTANT:

### JOB RESPONSIBILITIES

1. Shall report to the Assistant Kitchen Supervisor on time.
2. Shall assist in all works related to kitchen.
3. Shall maintain and improve the standards of food preparation and service.
4. Shall store cooked food properly till distribution.
5. Shall maintain the cooking ranges and other cooking appliances in good condition.
6. Shall observe personal hygiene and use the special clothing or aprons provided for use while performing duties.
7. Shall maintain cleanliness of the kitchen and utensils.
8. Shall carry out such other duties that are allotted to him from time to time.

## SERVICE COUNTER ASSISTANT (Tiffins & Meals):

### JOB RESPONSIBILITIES

1. Shall report to the Assistant Kitchen Supervisor on time.
2. Shall distribute the material in Food distribution Counter.
3. Shall maintain and improve the standards of food preparation and service.
4. Shall store cooked food properly till distribution.
5. Shall maintain the cooking ranges and other cooking appliances in good condition.
6. Shall observe personal hygiene and use the special clothing or aprons provided for use while performing duties.
7. Shall maintain cleanliness of the kitchen and utensils.
8. Shall carry out such other duties that are allotted to him from time to time.

## DINING AREA ASSISTANT (Tiffins & Meals):

### JOB RESPONSIBILITIES

1. Shall report to the Assistant Kitchen Supervisor on time.
2. Shall maintain water glasses and water jug properly on each table.
3. Shall see that water jugs are filled continuously and replace the used water glasses.
4. Shall remove the used plates from the tables / trays.
5. Shall maintain and improve the standards of food service.
6. Shall observe personal hygiene and use the special clothing or aprons provided for use while performing duties.
7. Shall carry out such other duties that are allotted to him from time to time.

CLEANING ASSISTANT:

JOB RESPONSIBILITIES

1. Shall report to the Assistant Kitchen Supervisor on time.
2. Shall maintain the serving ranges and other serving appliances in good condition.
3. Shall carry out such other duties that are allotted to him from time to time.

## Guidelines to the Canteen Manpower Supply Contractor

### Manpower to be supplied:

1) Cook	:	1
2) Assistant Cook	:	2
3) Tiffin Masters	:	2
4) Cutting master & Service counter Assistants	:	2
5) Service counter & Room Service Assistants	:	4
6) Dining Area Assistants	:	4
7) Cleaning Assistants	:	3
8) Supervisor	:	1
		-----
Total Members	:	19
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### Duties to be done by the workers in the College Canteen

1. The required material for cooking should be collected by work supervisor from the store in-charge on every day according to the items indent given by him.
2. Milk should be processed every day in the morning to get curd by 10.30am.
3. Water glass and filled water jugs should be kept on all the tables in the dining area and Service rooms by 7.45am.
4. Water glasses should be replaced and jugs should be filled continuously when ever they are empty up to 4.30 pm. At least one person should be provided for this.
5. Tea & Coffee counter should be made available from 7.45 am to 4.30 pm.
6. The suppliers should be available in the Service Counter and Room service (Two members – Staff & Girls) from 7.45am to 4.30pm. They should distribute the items against to the actual token. *C self service*
7. Break fast with the following items should be made ready by 7.45 am and should be made available up to 10.30am.
  - (i) Idly – Sambar : These items should be made available up to 10.30am
  - (ii) Vada / Mysore Bajji : The peak load timings for these items are
  - (iii) Plain / Onion / Masala : 7.50am to 8.20am & 9.40am to 10.10 am
  - (iv) Puri :

Approximate Total Items requirement: Dosa (Plain & Onion / Masala) – 400 plates,  
Idly – 150plates, Vada / Bajji – 50Plates, Puri – 150 plates

8. Plates should be removed from tables as soon as the users have completed their meal and there should be two members for this purpose. *(self service)*



9. Lunch with specified items should be made ready **by 10.30am** and it should be available **up to 2.00pm** (approximate No is 800-1000)
10. The following items should be made available in the specified timings
  - (i) Chapathi & Veg Paluv / Fried Rice : 10.30am to 1.30 pm
  - (ii) Sweet & Bajji / Punugu / Pakodi / Gare : 1.30 pm to 4.00 pm

Approximate Total Items requirement : Chapati – 600 plates,  
Veg Paluv – 250 plates, Bajji / Punugu / Pakodi / Gare – 60Plates
11. The work supervisor should handed over the collected tokens (by counting them) at the end of the day to store in-charge and they should tally with the material taken for preparation.
12. The material in the dustbins (inside and outside the canteen) should be removed daily and it should be disposed properly in the specified place.
13. Tables (Dining and Service rooms) should be cleaned with phenol daily at the end of the day.
14. Kitchen and Service counter are should cleaned daily with water.
15. Dining area and service rooms should be cleaned with water at the end of the week.
16. The surroundings of the canteen should be kept neatly

**Payment Terms and Conditions / Regulations:**

1. Payment will be made, on the last day of first week of every month, for the previous month in the form of A/C payee Chq in favor of Contractor name ie Sri P.Rama Krishna.
2. The contractor should supply the kitchen staff to prepare the food items to the satisfaction, in quality and in time, of the college authorities.
3. The contractor should supply the above mentioned number of workers in the canteen on any working day to provide the required services as mentioned above, If any shortfall happened to the above list there shall be penalty of 1.5 times the base salary of the concerned.
4. If additional workers are deputed for any special activity in the campus additional payment will be made as per the market rates.

R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019  
Student Amenities Center Committee

06-11-2014

The following members of Student Amenities Centre are requested to make it convenient to attend the meeting to be held on 06-11-2014 at 3.00 PM in the Canteen Hall, to discuss the items mentioned in the agenda.

Agenda:

- 1) To suggest improvements in the functioning of canteen and student and staff facilities.
- 2) Any other item with the permission of the chair.

Dr. M. Murali (Coordinator)	Chemistry	Assistant Professor	7382323007	M.P.P.
Sri M.V. Bhujanga Rao	IT	Sr. Assistant Professor	9849098281	
Sri E. Ramesh	CSE	Assistant Professor	9885620595	
Sri P. Siva Prasad	ECE	Assistant Professor	9985894745	
Sri Ch. Deva Raj	MECH	Assistant Professor	9966188012	
Sri G. Veeranjanyulu	EEE	Assistant Professor	9885361554	
Sri R. Satya Sai Deep	Civil	Assistant Professor	9963653739	
Sri. P. Siva Prasad	MCA	Assistant Professor	9866093651	
Sri T. Murali Krishna	CSE	Programmer	9496054675	
Sri T. Mallikarjuna Rao	Civil	Technician A	9177184411	
Sri G.R.N Chowdary	MECH	Technician A	9848384829	
Sri B. Sambasiva Rao	S&H	Technician A	9490006525	
Sri. V. Sambasiva Rao	Library	Jr. Assistant	9492662308	
Sri. N. Venkata Srinivas	Office	Sr. Assistant	9492615011	
Sri. B. Srinivasa Rao	Office	Jr. Assistant	9493239173	

Thanking you,

Yours faithfully,

*N. Nagamalleswara Rao*  
Dr. N. Nagamalleswara Rao  
Professor, Dept. of CSE,  
Convener, SAC

*Arud*

Resolutions:

1. The committee discussed about the functioning of the canteen and expressed satisfaction on it.
2. The facilities available to the canteen users were also discussed and some suggestions were made accordingly.
  - (a) It was decided to reduce the size of the snack item and proportionately increase the numbers to ensure complete cooking of the material.
  - (b) It was decided to use the smart card as identity card for I/I.V. B.Tech students only by co-ordinating with the concerned office staff after prior approval from the college office.

Members present:

1. Dr: N. Nagamalleswara Rao (MCA)
2. Dr: M. Murali
3. Sri: E. Ramesh
4. Sri: P. Siva Prasad
5. Sri: Ch. Deva Raj
6. Sri: G. Veeranjanyulu
7. Sri: R. Satya Sai Deep .P
8. Sri: P. Siva Prasad
9. Sri: T. Murali Krishna
10. Sri: T. Mallikarjuna Rao
11. Sri: G. R. N. Chokkibary
12. Sri: B. Sambasiva Rao
13. Sri: V. Sambasiva Rao
14. Sri: N. Venkata Srinivas Rao
15. Sri: B. Srinivasa Rao

**R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019**  
**Student Amenities Center Committee**

The following members of Student Amenities Center are requested to make it convenient to attend the meeting to be held on 25-02-2015 at 2.30 PM in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the arrangements for supply of food to the participants of various departmental technical meets to be held on 28-02-2015.
- 2) Any other item with the permission of the chair.

Dr. M. Murali (Coordinator)	Chemistry	Assistant Professor	7382323007	H.P. Rao
Sri M.V. Bhujanga Rao	IT	Assistant Professor	9849098281	Bhujanga Rao
Sri E. Ramesh	CSE	Assistant Professor	9885620595	E. Ramesh
Sri P. Siva Prasad	ECE	Assistant Professor	9985894745	P. Siva Prasad
Sri Ch. Deva Raj	MECH	Assistant Professor	9966488072	Ch. Deva Raj
Sri G. Veeranjanyulu	EEE	Assistant Professor	9290567053	G. Veeranjanyulu
Sri R. Satya Sai Deep	Civil	Assistant Professor	9963653739	R. Satya Sai Deep
Sri. P. Siva Prasad	MCA	Assistant Professor	9866093651	P. Siva Prasad
Sri T. Murali Krishna	CSE	Programmer	9490605469	T. Murali Krishna
Sri T. Mallikarjuna Rao	Civil	Technician A	9177184411	T. Mallikarjuna Rao
Sri. G. R. N. Chowdary	MECH	Technician A	9848384828	G. R. N. Chowdary
Sri B. Sambasiva Rao	S&H	Technician A	9490006525	B. Sambasiva Rao
Sri. V. Sambasiva Rao	Library	Jr. Assistant	9492662308	V. Sambasiva Rao
Sri. N. Venkata Srinivas	Office	Sr. Assistant	9492615011	N. Venkata Srinivas
Sri. B. Srinivasa Rao	Office	Jr. Assistant	9493239173	B. Srinivasa Rao

*N. Venkata Srinivasa Rao*  
 Dr. N. Nagamallaeswara Rao  
 Professor, Dept. of CSE,  
 Convener, SAC

24-02-2015

*Ahmed*

Resolutions:

1. The committee discussed about the food arrangements to be done for the various departmental technical meets and proposed the following.
  - a) It was decided to set up six food counters at various corners of the canteen.
  - b) It was proposed to recommend for different lunch timings for each department with a gap of 15 minutes to avoid disturbances due to heavy rush.
  - c) The canteen committee members were also allotted duties to ensure smooth functioning during food supply.

Members present:

1. Dr: N. Nagamallaeswara Rao (Chair)
2. Dr: M. Murali
3. Sri: M. V. Bhujanga Rao
4. Sri: E. Ramesh
5. Sri: P. Siva Prasad
6. Sri: Ch. Deva Raj
7. Sri: G. Veeranjanyulu
8. Sri: R. Satya Sai Deep
9. Sri: P. Siva Prasad
10. Sri: T. Murali Krishna
11. Sri: T. Mallikarjuna Rao
12. Sri: G. R. N. Chowdary
13. Sri: B. Sambasiva Rao
14. Sri: V. Sambasiva Rao
15. Sri: N. Venkata Srinivasa Rao
16. Sri: B. Srinivasa Rao

R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019  
**Student Amenities Committee**

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on 16-07-2015 at 3:00 PM in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the food arrangements to be done in view of I/IV B.Tech class work inaugural session on 20-07-2015.
- 2) To discuss about the functioning of the canteen and amenities provided to the users.
- 3) Any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr. M. Murali (Coordinator)	Chemistry	Assistant Professor	7382323007	M.P.R.
Sri M. V. Bhujanga Rao	IT	Assistant Professor	9849098281	Bhujanga Rao
Sri E. Ramesh	CSE	Assistant Professor	9885620595	ESR
Sri P. Siva Prasad	ECE	Assistant Professor	9985894745	P.S.P.
Sri Ch. Deva Raj	MECH	Assistant Professor	9290367053	Ch. Deva Raj
Sri G. Veeranjanyulu	EEE	Assistant Professor	9885361554	G. Veeranjanyulu
Sri R. Satya Sai Deep	Civil	Assistant Professor	9963653739	S.S.D.
Sri P. Siva Prasad	MCA	Assistant Professor	9866093651	P.S.P.
Sri T. Murali Krishna	CSE	Programmer	9490605469	T.M.K.
Sri T. Mallikarjuna Rao	Civil	Technician A	9177184411	T.M.R.
Sri G. R.N. Chowdary	MECH	Technician A	9848384828	G.R.N.C.
Sri B. Sambasiva Rao	S&H	Technician A	9490006525	B.S.R.
Sri. V. Sambasiva Rao	Library	Jr. Assistant	9492662308	V.S.R.
Sri. N. Venkata Srinivas	Office	Sr. Assistant	9492615011	N.V.S.R.
Sri. B. Srinivasu Rao	Office	Jr. Assistant	9493239173	B.S.R.

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 Dr. N. Nagamalleswara Rao  
 Professor, Dept. of CSE.  
 Convener, SAC

14-07-2015

Resolutions:

1. The committee members expressed satisfaction over the functioning and amenities of the canteen.
2. It was decided to make food arrangements for the classwork inaugural function on 20/7/2015 at the Newly constructed Boys Hostel for I/IV B.Tech students their parents and the entire staff of our college.
3. The item menu for the food arrangements was also discussed for conveying the same to the food contractor who supplies the required labour.
4. The committee members were entrusted with the relevant duties for smooth conduct of the event.

Members present:

1. Dr: N. Nagamalleswara Rao *Chair*
2. Dr: M. Murali *ESR*
3. Sri: M. V. Bhujanga Rao *Bhujanga Rao*
4. Sri: E. Ramesh *ESR*
5. Sri: P. Sivasubramanian *P.S.P.*
6. Sri: Ch. Deva Raj *Ch. Deva Raj*
7. Sri: G. Veeranjanyulu *G.V.*
8. Sri: R. Satya Sai Deep *R.S.S.D.*
9. Sri: P. Siva Prasad *P.S.P.*
10. Sri: T. Murali Krishna *T.M.K.*
11. Sri: T. Mallikarjuna Rao *T.M.R.*
12. Sri: G. R. N. Chowdary *G.R.N.C.*
13. Sri: B. Sambasiva Rao *B.S.R.*
14. Sri: V. Sambasiva Rao *V.S.R.*
15. Sri: N. Venkata Srinivasa Rao. *N.V.S.R.*

R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019  
Student Amenities Committee

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on 03-12-2015 at 2.00 pm in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the price rationalization of the items sold in the college stores as requested by the vendor.
- 2) To discuss about the functioning of the canteen and any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr. M. Murali (Coordinator)	Chemistry	Assistant Professor	7382323007	H. Prabh
Sri M. V. Bhujanga Rao	IT	Assistant Professor	9849098281	[Signature]
Sri E. Ramesh	CSE	Assistant Professor	9885620595	[Signature]
Sri P. Siva Prasad	ECE	Assistant Professor	9985894745	[Signature]
Sri Ch. Deva Raj	MECH	Assistant Professor	9290567053	[Signature]
Sri G. Veeranjanyulu	EEE	Assistant Professor	9885361554	[Signature]
Sri R. Satya Sai Deep	Civil	Assistant Professor	9963653739	[Signature]
Sri P. Siva Prasad	MCA	Assistant Professor	9866093651	[Signature]
Sri T. Murali Krishna	CSE	Programmer	9490605469	[Signature]
Sri T. Mallikarjuna Rao	Civil	Technician A	9177184411	[Signature]
Sri G. R. N. Chowdary	MECH	Technician A	9848384828	[Signature]
Sri B. Sambasiva Rao	S&H	Technician A	9490006525	[Signature]
Sri V. Sambasiva Rao	Library	Jr. Assistant	9492662308	[Signature]
Sri N. Venkata Srinivas	Office	Sr. Assistant	9492615011	[Signature]
Sri B. Srinivasa Rao	Office	Jr. Assistant	9493239173	[Signature]

[Signature]

N. Nagamalleswara Rao  
Professor, Dept. of CSE,  
Convener, SAC

Resolutions:

1. Based on the request by the vendor, the committee discussed about the price revision of certain items sold in the college stationary stores and after due verification of the existing rates in the Guntur town it has been resolved to recommend the revised rates as given in the list submitted by the vendor.
2. The committee discussed about the food items quality being served in the canteen and expressed satisfaction on the same.

Members present:

1. Prof. N. Nagamalleswara Rao
2. Dr. M. Murali
3. Sri M. V. Bhujanga Rao
4. Sri E. Ramesh
5. Sri P. Siva Prasad
6. Sri Ch. Deva Raj
7. Sri G. Veeranjanyulu
8. Sri P. Siva Prasad
9. Sri J. Mallikarjuna Rao
10. Sri G. R. N. Chowdary
11. Sri B. Sambasiva Rao
12. Sri V. Sambasiva Rao
13. Sri N. Venkata Srinivas
14. Sri B. Srinivasa Rao
15. Sri R. Satya Sai Deep
16. Sri J. Murali Krishna

R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019  
Student Amenities Committee

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on 10-02-2016 at 3.00 pm in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the food arrangements to be made for TECH FEST 2016 on 11-02-2016
- 2) To discuss about the functioning of the canteen and any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr. M. Murali (Coordinator)	Chemistry	Assistant Professor	7382323007	M.P.R.
Sri M. V. Bhujanga Rao	IT	Assistant Professor	98490998281	Slyw.M.
Sri E. Ramesh	CSE	Assistant Professor	9885620595	ER
Sri P. Siva Prasad	ECE	Assistant Professor	9985894745	P.S.P.
Sri Ch. Deva Raj	MECH	Assistant Professor	9290567053	Ch.D.R.
Sri G. Veeranjanyulu	EEE	Assistant Professor	9885361554	G.V.
Sri R. Satya Sai Deep	Civil	Assistant Professor	9963653739	S.S.D.
Sri. P. Siva Prasad	MCA	Assistant Professor	9866093651	P.S.P.
Sri T. Murali Krishna	CSE	Programmer	9490605469	T.M.K.
Sri T. Mallikarjuna Rao	Civil	Technician A	9177184411	T.M.R.
Sri. G. R. N. Chowdary	MECH	Technician A	9848384828	G.R.N.C.
Sri B. Sambasiva Rao	S&H	Technician A	9490006525	B.S.R.
Sri. V. Sambasiva Rao	Library	Jr. Assistant	9492662308	V.S.R.
Sri. N. Venkata Srinivas	Office	Sr. Assistant	9492615011	N.V.S.
Sri. B. Srinivasa Rao	Office	Jr. Assistant	9493239173	B.S.R.

Handwritten signature

10-02-2016

*(Signature)*  
Dr. N. Nagamalleswara Rao  
Professor, Dept. of CSE,  
Convener, SAC

Resolutions:

1. In view of the TECH FEST - 2016 to be conducted on 11-02-2016, it has been resolved to make necessary food arrangements in the canteen itself.
2. The necessary menu, duties allotment and other arrangements for the event were discussed and finalised.
3. In addition to these, the regular canteen operations were also discussed and the committee expressed satisfaction over the functioning of the canteen.

Members present:

1. Prof. N. Nagamalleswara Rao *(Signature)*
2. Dr. M. Murali *(Signature)*
3. Sri. M. V. Bhujanga Rao *(Signature)*
4. Sri E. Ramesh *(Signature)*
5. Sri P. Siva Prasad *(Signature)*
6. Sri Ch. Devaraj *(Signature)*
7. Sri. G. Veeranjanyulu *(Signature)*
8. Sri R. Satya Sai Deep *(Signature)*
9. Sri P. Siva Prasad *(Signature)*
10. Sri T. Murali Krishna *(Signature)*
11. Sri T. Mallikarjuna Rao *(Signature)*
12. Sri G. R. N. Chowdary *(Signature)*
13. Sri B. Sambasiva Rao *(Signature)*
14. Sri V. Sambasiva Rao *(Signature)*
15. Sri N. Venkata Srinivas *(Signature)*
16. Sri B. Srinivasa Rao *(Signature)*
17. Sri. Ch. Deva Raj *(Signature)*

**R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019**  
**Student Amenities Committee**

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on 03-03-2016 at 3.00 pm in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the various facilities like water supply and other amenities.
- 2) To discuss about the functioning of the canteen and any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr. M. Murali (Coordinator)	Chemistry	Assistant Professor	7382323007	R. Murali
Sri M.V. Bhujanga Rao	IT	Assistant Professor	9849098281	M.V. Bhujanga Rao
Sri E. Ramesh	CSE	Assistant Professor	9885620595	E. Ramesh
Sri P. Siva Prasad	ECE	Assistant Professor	9985894745	P. Siva Prasad
Sri Ch. Deva Raj	MECH	Assistant Professor	9290567053	Ch. Deva Raj
Sri G. Veeranjanyulu	EEE	Assistant Professor	9885361554	G. Veeranjanyulu
Sri R. Satya Sai Deep	Civil	Assistant Professor	9963653739	R. Satya Sai Deep
Sri. P. Siva Prasad	MCA	Assistant Professor	9866093651	P. Siva Prasad
Sri T. Murali Krishna	CSE	Programmer	9490605469	T. Murali Krishna
Sri T. Mallikarjuna Rao	Civil	Technician A	9177184411	T. Mallikarjuna Rao
Sri. G.R.N Chowdary	MECH	Technician A	9848384828	G.R.N Chowdary
Sri B. Sambasiva Rao	S&H	Technician A	9490006525	B. Sambasiva Rao
Sri. V. Sambasiva Rao	Library	Jr. Assistant	9492662308	V. Sambasiva Rao
Sri. N. Venkata Srinivas	Office	Sr. Assistant	9492615011	N. Venkata Srinivas
Sri. B. Srinivasa Rao	Office	Jr. Assistant	9493239173	B. Srinivasa Rao

*Dr. N. Nagamalleswara Rao*  
**Dr. N. Nagamalleswara Rao**  
 Professor, Dept. of CSE,  
 Convener, SAC

02-03-2016

Resolutions:

1. The committee discussed about the regular functioning of the canteen and found that the water supply for various activities is to be carefully done during summer. As the drinking water supply from the canteen to Silver Jubilee block is interrupted due to a tap breakage, it was decided to make alternative arrangements for two days and meanwhile instruct the concerned personnel to carry out the repair works.
3. The regular maintenance work for the canteen is to be carried out during the summer vacation.

Members present:

1. Prof. N. Nagamalleswara Rao
2. Dr. M. Murali
3. V. Sambasiva Rao
4. R. Sambasiva Rao
5. M.V. BHUJANGA RAO
6. T. Murali Krishna
7. G. Veeranjanyulu
8. B. Ramesh
9. D. SRINIVASARAO
10. M.V. SRINIVASARAO
11. P. Siva Prasad
12. P. Siva Prasad
13. T. Mallikarjuna Rao
14. Ch. Deva Raj

*Dr. N. Nagamalleswara Rao*  
*T. Mallikarjuna Rao*  
*Ch. Deva Raj*

**R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019**  
**Student Amenities Committee**

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on 08-06-2016 at 3.00 pm in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the food arrangements to be made for Fresher's Parents meet-2016 on 11-06-2016
- 2) To discuss about the functioning of the canteen and any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr. M. Murali (Coordinator)	Chemistry	Assistant Professor	7382323007	<i>M. P. P.</i>
Sri M. V. Bhujanga Rao	IT	Assistant Professor	9849098281	<i>S. V. S.</i>
Sri E. Ramesh	CSE	Assistant Professor	9885620595	<i>E. R.</i>
Sri P. Siva Prasad	ECE	Assistant Professor	9985894745	<i>P. S.</i>
Sri Ch. Deva Raj	MECH	Assistant Professor	9290567053	<i>C. D. R.</i>
Sri G. Veeranjanyulu	EEE	Assistant Professor	9885361554	<i>G. V.</i>
Sri P. Siva Prasad	MCA	Assistant Professor	9866093651	<i>P. S.</i>
Sri T. Murali Krishna	CSE	Programmer	9490605469	<i>T. M.</i>
Sri T. Mallikarjuna Rao	Civil	Technician A	9177184411	<i>T. M.</i>
Sri G. R. N. Chowdary	MECH	Technician A	9848384828	<i>G. R. N.</i>
Sri B. Sambasiva Rao	S&H	Technician A	9490006525	<i>B. S.</i>
Sri. V. Sambasiva Rao	Library	Jr. Assistant	9492662308	<i>V. S.</i>
Sri. N. Venkata Srinivas	Office	Sr. Assistant	9492615011	<i>N. V.</i>
Sri. B. Srinivasa Rao	Office	Jr. Assistant	9493239173	<i>B. S.</i>

*N. N. Nagamalleswara Rao*  
 Dr. N. Nagamalleswara Rao  
 Professor, Dept. of CSE,  
 Convener, SAC

07-06-2016

**Resolutions:**

1. The menu regarding the items to be supplied for the Parents meet was finalised. Moreover the gathering was planned at the juncture of the two Boys hostel buildings. The Committee members were allotted duties for the smooth conduct of the above event.
2. To serve the huge gathering it is decided to use both the hostel canteens and start the serving of food from 11:30 am onwards.

**Members present:**

1. Prof. N. Nagamalleswara Rao *N. N.*
2. Dr. M. Murali *M. P. P.*
3. V. Sambasiva Rao *V. S.*
4. B. SAMBA SIVA RAO *B. S.*
5. M. N. BHUJANGA RAO *M. V. B.*
6. T. Murali Krishna *T. M.*
7. P. Siva Prasad *P. S.*
8. E. Ramesh *E. R.*
9. G. Veeranjanyulu *G. V.*
10. D. SRINIVASA RAO *D. S.*
11. N. V. Srinivasa Rao *N. V. S.*
12. P. Siva Prasad *P. S.*
13. T. Mallikarjuna Rao *T. M.*
14. Ch. Deva Raj *C. D. R.*



R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019  
Student Amenities Committee

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on 30-06-2016 at 3.00 pm in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the food arrangements to be made for 1<sup>st</sup> Graduation Day-2016 on 02-07-2016
- 2) Any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr.M.Murali (Coordinator)	Chemistry	Assistant Professor	7382323007	H.P.H.
Sri M.V.Bhujanga Rao	IT	Assistant Professor	9849098281	S.V.S.
Sri E.Ramesh	CSE	Assistant Professor	9885620595	S.V.S.
Sri P.Siva Prasad	ECE	Assistant Professor	9985894745	S.V.S.
Sri Ch.Deva Raj	MECH	Assistant Professor	9290567053	Ch.D.
Sri G.Veeranjaneyulu	EEE	Assistant Professor	9883361554	G.V.
Sri. P.Siva Prasad	MCA	Assistant Professor	9866093651	P.S.P.
Sri T.Murali Krishna	CSE	Programmer	9490605469	T.M.
Sri T.Mallikarjuna Rao	Civil	Technician A	9177184411	T.M.
Sri.G.R.N Chowdary	MECH	Technician A	9848384828	G.R.N.
Sri B.Sambasiva Rao	S&H	Technician A	9490006525	B.S.
Sri. V.Sambasiva Rao	Library	Jr.Assistant	9492662308	V.S.
Sri. N.Venkata Srinivas	Office	Sr.Assistant	9492615011	N.V.S.
Sri. B.Srinivasa Rao	Office	Jr.Assistant	9493239173	B.S.

N.N.Nagamallaeswara Rao  
Dr.N.Nagamallaeswara Rao  
Professor, Dept. of CSE,  
Convener, SAC

29-06-2016

K. Srinivasan

Resolutions:

1. The members discussed about the food arrangements for the Graduation day - 2016. special meals with sweet, hot, Biryani, Banana & Ice-cream were added to the regular meals in the menu.
2. It was decided to arrange the food counters in the canteen itself (few counters).
3. Each member have been allotted a duty to look after the counters taking the help of student volunteers (if required).
4. The water supply maintenance team are instructed reminded once again to clean the water coolers on a regular basis and keep record of their activities.

Members present:

1. Prof. N. Nagamallaeswara Rao N.N.Nagamallaeswara Rao
2. Dr. M. Murali H.P.H.
3. V. Sambasiva Rao V.S.
4. B. SAMBA SIVA RAO B.S.
5. M.N. BHUJANGA RAO M.N.Bhujanga Rao
6. T. Murali Krishna T.M.
7. E. Ramesh E.R.
8. G. Veeranjayam G.V.
9. T. Mallikarjuna Rao T.M.
10. D. SRINIVASA RAO D.S.
11. N.V. Srinivasa Rao N.V.S.
12. P. Siva Prasad P.S.P.
13. P. Siva Prasad P.S.P.
14. CH. Deva Raj Ch.D.

**R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019**  
**Student Amenities Committee**

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on 26-07-2016 at 3.00 pm in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the food arrangements to be made for Freshers Day-16 on 30-07-2016
- 2) Any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr.M.Murali (Coordinator)	Chemistry	Assistant Professor	7382323007	M.P.M
Sri M.V.Bhujanga Rao	IT	Assistant Professor	9849098281	M.P.M
Sri E.Ramesh	CSE	Assistant Professor	9885620595	S.P.
Sri P.Siva Prasad	ECE	Assistant Professor	9985894745	S.P.
Sri Ch.Deva Raj	MECH	Assistant Professor	9290567053	Ch
Sri G.Veeranjaneyulu	EEE	Assistant Professor	9885361554	S.P.
Sri. P.Siva Prasad	MCA	Assistant Professor	9866093651	P.S.P
Sri T.Murali Krishna	CSE	Programmer	9490605469	T.M.K
Sri T.Mallikarjuna Rao	Civil	Technician A	9177184411	T.M.K
Sri.G.R.N Chowdary	MECH	Technician A	9848384828	G.R.N
Sri B.Sambasiva Rao	S&H	Technician A	9490006525	B.S.B
Sri. V.Sambasiva Rao	Library	Jr.Assistant	9492662308	V.S.V
Sri. N.Venkata Srinivas	Office	Sr.Assistant	9492615011	N.V.S
Sri. B.Srinivasa Rao	Office	Jr.Assistant	9493239173	B.S.B

*M.N.S*  
 Dr.N.Nagamalleswara Rao  
 Professor, Dept. of CSE,  
 Convener, SAC

23-07-2016

*K. Srinivas*

Resolutions:

1. As the freshers day is contemplated to be held on 30-07-16, it is decided to distribute a sweet (prepared in the canteen if possible), a hot (cashew nuts of about 10 pieces) fried item, and a cool drink for the event.
2. The same would be distributed to the respective departments by the concerned members and monitor that they reach each & every student.

Members present:

1. Prof. N. Nagamalleswara Rao *M.N.S*
2. Dr. M. Murali *M.P.M*
3. V. dambadaru-Rao *V.D*
4. B. SAMBASIVA RAO *B.S.B*
5. M.V. BHUJANGA RAO *M.V.B*
6. T. Murali Krishna *T.M.K*
7. D. SRINIVASA RAO *D.S.R*
8. P. Siva Prasad *P.S.P*
9. S.P. *S.P.*
10. E. Ramesh *E.R*
11. N.V. SRINIVASA RAO *N.V.S*
12. P. Siva Prasad *P.S.P*
13. T. Mallikarjuna Rao *T.M.K*
14. Ch. Deva Raj *Ch.D*

R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019  
Student Amenities Committee

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on 20-08-2016 at 3.00 pm in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the food arrangements to be made for Job mela-16 on 26<sup>th</sup> and 27<sup>th</sup> Aug-2016
- 2) To discuss about the functioning of the canteen and any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr.M.Murali (Coordinator)	Chemistry	Assistant Professor	7382323007	M.P.R.
Sri M.V.Bhujanga Rao	IT	Assistant Professor	9849098281	V.S.H.M.
Sri E.Ramesh	CSE	Assistant Professor	9885620595	S.P.
Sri P.Siva Prasad	ECE	Assistant Professor	9985894745	S.P.
Sri Ch.Deva Raj	MECH	Assistant Professor	9290567053	Ch.Deva Raj
Sri G.Veeranjaneyulu	EEE	Assistant Professor	9885361554	G.Ve.
Sri. P.Siva Prasad	MCA	Assistant Professor	9866093651	P.S.P.
Sri T.Murali Krishna	CSE	Programmer	9490605469	T.M.K.
Sri T.Mallikarjuna Rao	Civil	Technician A	9177184411	T.M.R.
Sri.G.R.N Chowdary	MECH	Technician A	9848384828	G.R.N.C.
Sri B.Sambasiva Rao	S&H	Technician A	9490006525	B.S.R.
Sri. V.Sambasiva Rao	Library	Jr.Assistant	9492662308	V.S.R.
Sri. N.Venkata Srinivas	Office	Sr.Assistant	9492615011	N.V.S.
Sri. B.Srinivasa Rao	Office	Jr.Assistant	9493239173	B.S.R.

*(Signature)*  
Dr.N.Nagamalleswara Rao  
Professor, Dept. of CSE,  
Convener, SAC

*(Signature)*

19-08-2016

Resolutions:

1. In view of the job-mela on 26<sup>th</sup> & 27<sup>th</sup> Aug-2016, the committee decided to make available Tamainid rice and curd rice for the participant on both days.
2. As a heavy crowd is expected during the short lunch period it is decided to arrange 12 food counters, 10 for the participants & 2 for the staff) involving three suppliers at each counter.
3. The committed members expressed satisfaction over the regular functioning of the canteen.
4. It was decided to arrange more water (bottling) distribution centres for the huge gathering using all the water cans available in the canteen.
5. The committee expressed satisfaction over the regular functioning of the canteen.

Members present:

1. Prof. N. Nagamalleswara Rao *(Signature)*
2. Dr. M. Murali *(Signature)*
3. V. Jambudiva Rao *(Signature)*
4. R. Sambasiva Rao *(Signature)*
5. M.N. BHUJANGA RAO *(Signature)*
6. T. Murali Krishna *(Signature)*
7. P. Siva Prasad *(Signature)*
8. G.Ve. *(Signature)*
9. P.O.V. S. KINIVASA RAO *(Signature)*
10. B. SRINIVASA RAO *(Signature)*
11. E. Ramesh *(Signature)*
12. P. Siva Prasad *(Signature)*
13. T. H. Venkata Srinivas *(Signature)*
14. Ch. Deva Raj *(Signature)*

**R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019**  
**Student Amenities Committee**

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on 01-10-2016 at 3:00 pm in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the food arrangements to be made for ISRO(SHAR) Exhibition on 4<sup>th</sup> and 5<sup>th</sup> Oct-2016
- 2) Any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr. M. Murali (Coordinator)	Chemistry	Assistant Professor	7382323007	M.M.M.
Sri M.V. Bhujanga Rao	IT	Assistant Professor	9849098281	M.V.B.
Sri E. Ramesh	CSE	Assistant Professor	9885620595	E.R.
Sri P. Siva Prasad	ECE	Assistant Professor	9985894745	P.S.P.
Sri Ch. Deva Raj	MECH	Assistant Professor	9290567053	C.D.R.
Sri G. Veeranjanyulu	EEE	Assistant Professor	9885361554	G.V.
Sri. P. Siva Prasad	MCA	Assistant Professor	9866093651	P.S.P.
Sri T. Murali Krishna	CSE	Programmer	9490605469	T.M.K.
Sri T. Mallikarjuna Rao	Civil	Technician A	9177184411	T.M.R.
Sri. G.R.N Chowdary	MECH	Technician A	9848384828	G.R.N.C.
Sri B. Sambasiva Rao	S&H	Technician A	9490006525	B.S.R.
Sri. V. Sambasiva Rao	Library	Jr. Assistant	9492662308	V.S.R.
Sri. N. Venkata Srinivas	Office	Sr. Assistant	9492615011	N.V.S.
Sri. B. Srinivasa Rao	Office	Jr. Assistant	9493239173	B.S.R.

*M. M. Murali*  
 Dr. N. Nagamalleswara Rao  
 Professor, Dept. of CSE,  
 Convener, SAC

30/09/2016

*K. Sambasiva Rao*

Resolutions:

1. As many school children from various parts of the state are visiting our college for the ISRO (SHAR) World Space Week exhibition on 4<sup>th</sup> & 5<sup>th</sup> Oct-2016, it is decided to distribute a wonder cake pack along with a good day biscuit packet for all the students.
2. It is also decided to make food arrangements for the huge gathering by making available Pulav and curd rice in about eight counters which would function from 11.00 a.m onwards.
3. The members are as usual allotted different tasks at the food supply counters for smooth conduct of the event.

Members present:

1. Prof. N. Nagamalleswara Rao *M. M. Murali*
2. Dr. M. Murali *M.M.M.*
3. V. Sambasiva Rao *V.S.R.*
4. B. Sambasiva Rao *B.S.R.*
5. M.V. BHUJANGA RAO *M.V.B.*
6. T. Murali Krishna *T.M.K.*
7. P. Siva Prasad *P.S.P.*
8. V. Sambasiva Rao *V.S.R.*
9. B. Srinivasa Rao *B.S.R.*
10. N. Venkata Srinivas *N.V.S.*
11. T. Mallikarjuna Rao *T.M.R.*
12. E. Ramesh *E.R.*
13. P. Siva Prasad *P.S.P.*
14. Ch. Deva Raj *C.D.R.*

R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019  
Student Amenities Committee

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on 14-02-2017 at 3.00 pm in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the food arrangements to be made for Youth Fest 2K17 on 17<sup>th</sup> and 18<sup>th</sup> of Feb-2017
- 2) Any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr.M.Murali (Coordinator)	Chemistry	Assistant Professor	7382323007	M.Murali
Sri M.V.Bhujanga Rao	IT	Assistant Professor	9849098281	M.V.Bhujanga Rao
Sri E.Ramesh	CSE	Assistant Professor	9885620595	E.Ramesh
Sri P.Siva Prasad	ECE	Assistant Professor	9985894745	P.Siva Prasad
Sri Ch.Deva Raj	MECH	Assistant Professor	9290567053	Ch.Deva Raj
Sri G.Veeranjaneyulu	EEE	Assistant Professor	9885361554	G.Veeranjaneyulu
Sri P.Siva Prasad	MCA	Assistant Professor	9866093651	P.Siva Prasad
Sri T.Murali Krishna	CSE	Programmer	9490605469	T.Murali Krishna
Sri T.Mallikarjuna Rao	Civil	Technician A	9177184411	T.Mallikarjuna Rao
Sri.G.R.N Chowdary	MECH	Technician A	9848384828	G.R.N Chowdary
Sri B.Sambasiva Rao	S&H	Technician A	9490006525	B.Sambasiva Rao
Sri. V.Sambasiva Rao	Library	Jr.Assistant	9492662308	V.Sambasiva Rao
Sri. N.Venkata Srinivas	Office	Sr.Assistant	9492615011	N.Venkata Srinivas
Sri. B.Srinivasa Rao	Office	Jr.Assistant	9493239173	B.Srinivasa Rao

*K. Srinivasa Rao*  
Dr.N.Nagamalleswara Rao  
Professor, Dept. of CSE,  
Convener, SAC

11-02-2017

Resolutions:

1. In view of the Youth fest 2K17 to be held on 17<sup>th</sup> & 18<sup>th</sup> Feb-2017, it is decided to prepare special meals for about 5500 members on the 1<sup>st</sup> day & about 3500 members on the 2<sup>nd</sup> day. The menu for the event was discussed & the same is to be conveyed to the contractor to prepare the item in the canteen itself.
3. Food counters are to be arranged in front of the Silver Jubilee block with separate lines for the boys, girls and staff members.
4. The members of the committee shall monitor the supply of the food to avoid any inconvenience to the participants.

Members present:

1. Prof. N. Nagamalleswara Rao
2. Dr. M. Murali
3. V. Jamba Siva Rao
4. B. SAMBA SIVA RAO
5. M.V. SHUNJANGA RAO
6. T. Murali Krishna
7. P. Siva Prasad
8. E. Veerajayath
9. E. Kamethy
10. D. SRINIVASA RAO
11. N.V. SRINIVASA RAO
12. P. BHUJANGA RAO
13. T. H. Venkata Srinivas
14. Ch. Deva Raj
15. E. Kamethy

**R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019**  
**Student Amenities Committee**

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on **19-06-2017 at 3.00 pm** in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the price revision of the items supplied in our college stores.
- 2) To discuss about the functioning of the canteen and any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr. M. Murali (Coordinator)	Chemistry	Assistant Professor	7382323007	H. Prady
Sri M. V. Bhujanga Rao	IT	Assistant Professor	9849098281	S. S. Srinivasulu
Sri E. Ramesh	CSE	Assistant Professor	9885620595	Ch. Srinivasulu
Sri P. Siva Prasad	ECE	Assistant Professor	9985894745	P. S. Srinivasulu
Sri Ch. Deva Raj	MECH	Assistant Professor	9290567053	Ch. Srinivasulu
Sri G. Veeranjanyulu	EEE	Assistant Professor	9885361554	Ch. Srinivasulu
Sri R. Satya Sai Deep	Civil	Assistant Professor	9963653739	
Sri. P. Siva Prasad	MCA	Assistant Professor	9866093651	P. S. Srinivasulu
Sri T. Murali Krishna	CSE	Programmer	9490605469	Ch. Srinivasulu
Sri T. Mallikarjuna Rao	Civil	Technician A	9177184411	Ch. Srinivasulu
Sri. G. R. N. Chowdary	MECH	Technician A	9848384828	Ch. Srinivasulu
Sri B. Sambasiva Rao	S&H	Technician A	9490006525	B. Sambasiva Rao
Sri. V. Sambasiva Rao	Library	Jr. Assistant	9492662308	V. Sambasiva Rao
Sri. N. Venkata Srinivas	Office	Sr. Assistant	9492615011	N. V. Srinivasulu
Sri. B. Srinivasa Rao	Office	Jr. Assistant	9493239173	B. Srinivasulu

*(Signature)*  
 Dr. N. Nagamalleswara Rao  
 Professor, Dept. of CSE,  
 Converter, SAC

17-06-2017

Resolutions :

1. The Committee verified the details regarding the request put forth by the college stores vendor to increase the prices of food items sold in the stores and decided to recommend the college management for the increase of item price as requested by him.
2. The committee also discussed about the food arrangements to be done for the 2nd graduation day contemplated on 24<sup>th</sup> June 2017 & accordingly finalised the menu & other duties to be performed by the members.
3. The regular canteen functioning was found to be satisfactory and the supervisor related to the labour contractor was instructed to be more attentive during the peak working hours of canteen.

Members present :

1. Prof. N. Nagamalleswara Rao
2. Dr. M. Murali
3. Mr. B. Sambasiva Rao
4. Mr. M. V. Bhujanga Rao
5. Mr. E. Ramesh
6. Mr. Ch. Deva Raj
7. Mr. G. Veeranjanyulu
8. Mr. P. Murali Krishna
9. Mr. G. R. N. Chowdary
10. Mr. V. Sambasiva Rao
11. Mr. N. V. Srinivasulu
12. Mr. D. Srinivasulu Rao
13. T. M. Mallikarjuna Rao
14. Ch. Deva Raj
15. P. Siva Prasad
16. P. Siva Prasad

**R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019**  
**Student Amenities Committee**

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on **25-07-2017 at 3.00 pm** in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the arrangement for the I/IV B.Tech Students-Parents meet to be held on **27-07-2017**.
- 2) To discuss about the functioning of the canteen and any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr. M. Murali (Coordinator)	Chemistry	Assistant Professor	7382323007	H.P. Prabh
Sri M.V. Bhujanga Rao	IT	Assistant Professor	9849098281	S. Siva Prasad
Sri E. Ramesh	CSE	Assistant Professor	9885620595	S. Siva Prasad
Sri P. Siya Prasad	ECE	Assistant Professor	9985894745	P. Siva Prasad
Sri Ch. Deva Raj	MECH	Assistant Professor	9290567053	Ch. Deva Raj
Sri G. Veeranjanyulu	EEE	Assistant Professor	9885561554 9440871554	G. Veeranjanyulu
Sri P. Siva Prasad	MCA	Assistant Professor	9866093651	P. Siva Prasad
Sri T. Murali Krishna	CSE	Programmer	9490605469	T. Murali Krishna
Sri T. Mallikarjuna Rao	Civil	Technician A	9177184411	T. Mallikarjuna Rao
Sri G.R.N Chowdary	MECH	Technician A	9848384828	G.R.N Chowdary
Sri B. Sambasiva Rao	S&H	Technician A	9490006525	B. Sambasiva Rao
Sri V. Sambasiva Rao	Library	Jr. Assistant	9492662308	V. Sambasiva Rao
Sri N. Venkata Srinivas	Office	Sr. Assistant	9492615011	N. Venkata Srinivas
Sri B. Srinivasa Rao	Office	Jr. Assistant	9493239173	B. Srinivasa Rao

*K. Srinivas*  
 Dr. N. Nagamalleswara Rao  
 Professor, Dept. of CSE,  
 Convener, SAC

24-07-2017

Resolutions:

1. The Committee discussed about the arrangement to be done for the lunch to be served on the occasion of I/IV B.Tech students - parents meet on 27/7/2017.
2. The venue, menu and duties of the committee members were finalised.

Members present:

1. Prof. N. Nagamalleswara Rao
2. Dr. M. Murali
3. E. Ramesh
4. G. Veeranjanyulu
5. G. R. N. Chowdary
6. T. Mallikarjuna Rao
7. N. Venkata Srinivasa Rao
8. M. V. BHUJANGA RAO
9. T. Murali Krishna
10. V. Sambasiva Rao
11. E. Ramesh
12. B. SRINIVASA RAO
13. N. Venkata Srinivasa Rao
14. B. SAMBASIVA RAO
15. CH. Deva Raj
16. P. Siva Prasad
17. P. Siva Prasad

*(Initials)*  
 H.P. Prabh  
 S. Siva Prasad  
 G. Veeranjanyulu  
 G.R.N Chowdary  
 T. Mallikarjuna Rao  
 N. Venkata Srinivasa Rao  
 M.V. BHUJANGA RAO  
 T. Murali Krishna  
 V. Sambasiva Rao  
 E. Ramesh  
 B. SRINIVASA RAO  
 N. Venkata Srinivasa Rao  
 B. SAMBASIVA RAO  
 CH. Deva Raj  
 P. Siva Prasad  
 P. Siva Prasad

**R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019**  
**Student Amenities Committee**

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on **04-01-2018** at **3.00 pm** in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the arrangements for the Youth fest-2018 to be held on **05-01-2018** & **06-01-2018**.
- 2) To discuss about the functioning of the canteen and any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr.M.Murali (Coordinator)	Chemistry	Assistant Professor	7382323007	<i>M.M. Murali</i>
Sri M.V.Bhujanga Rao	IT	Assistant Professor	9849098281	<i>S. Bhujanga Rao</i>
Sri E.Ramesh	CSE	Assistant Professor	9885620595	<i>E. Ramesh</i>
Sri P.Siva Prasad	ECE	Assistant Professor	9985894745	<i>P. Siva Prasad</i>
Sri Ch.Deva Raj	MECH	Assistant Professor	9290567053	<i>Ch. Deva Raj</i>
Sri G.Veeranjaneyulu	EEE	Assistant Professor	9885361554	<i>G. Veeranjeyulu</i>
Sri. P.Siva Prasad	MCA	Assistant Professor	9866093651	<i>P. Siva Prasad</i>
Sri T.Murali Krishna	CSE	Programmer	9490605469	<i>T. Murali Krishna</i>
Sri T.Mallikarjuna Rao	Civil	Technician A	9177184411	<i>T. Mallikarjuna Rao</i>
Sri.G.R.N Chowdary	MECH	Technician B	9848384828	<i>G. R. N. Chowdary</i>
Sri B.Sambasiva Rao	S&H	Technician A	9490006525	<i>B. Sambasiva Rao</i>
Sri. V.Sambasiva Rao	Library	Jr.-Assistant	9492662308	<i>V. Sambasiva Rao</i>
Sri. N.Venkata Srinivas	Office	Sr.-Assistant	9492615011	<i>N. Venkata Srinivas</i>
Sri. B.Srinivasa Rao	Office	Jr.-Assistant	9493239173	<i>B. Srinivasa Rao</i>

*V. Sambasiva Rao*  
 Dr.N.Nagammalleswara Rao  
 Professor, Dept. of IT,  
 Convener, SAC

03-01-2018

Resolutions:

1. In view of the Youth fest-2018, the committee discussed about the menu and finalised the same.
2. Members were allotted duties for the smooth conduct of the event.
3. Minor issues like water coolers maintenance and other cleanliness issues were discussed. Appropriate instructions to be given for proper maintenance to the concerned personnel was passed on.
4. The regular functioning of the canteen and quality of food served was found to be satisfactory.

Members present:

1. Dr. N. Naga Mallawara Rao *N. Naga Mallawara Rao*
2. Dr. M. Murali *M. Murali*
3. M.V. BHUJANGA RAO *M. V. Bhujanga Rao*
4. T. Murali Krishna *T. Murali Krishna*
5. E. Veeranjeyulu *E. Veeranjeyulu*
6. E. Ramesh *E. Ramesh*
7. Ch. Deva Raj *Ch. Deva Raj*
8. B. SAMBASIVA RAO *B. Sambasiva Rao*
9. B. SRINIVASA RAO *B. Srinivasa Rao*
10. N. Venkata Srinivasa Rao *N. Venkata Srinivasa Rao*
11. T. Mallikarjuna Rao *T. Mallikarjuna Rao*
12. P. Siva Prasad *P. Siva Prasad*
13. P. Siva Prasad *P. Siva Prasad*
14. V. Sambasiva Rao *V. Sambasiva Rao*



**R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019**  
**Student Amenities Committee**

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on **30-01-2018 at 2.30 pm** in the Management Room, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the food arrangements for the NES Golden Jubilee Celebrations to be held on **02-02-2018 at JKC College campus**
- 2) Any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr. M. Murali (Coordinator)	Chemistry	Assistant Professor	7382323007	M.M.L.
Sri M. V. Bhujanga Rao	IT	Assistant Professor	9849098281	S. Bhujanga Rao
Sri E. Ramesh	CSE	Assistant Professor	9885620595	E. Ramesh
Sri P. Siva Prasad	ECE	Assistant Professor	9985894745	P. Siva Prasad
Sri Ch. Deva Raj	MECH	Assistant Professor	9290567053	Ch. Deva Raj
Sri G. Veeranjanyulu	EEE	Assistant Professor	9885361554 9440871554	G. Veeranjanyulu
Sri. P. Siva Prasad	MCA	Assistant Professor	9866093651	P. Siva Prasad
Sri T. Murali Krishna	CSE	Programmer	9490605469	T. Murali Krishna
Sri T. Mallikarjuna Rao	Civil	Technician A	9177184411	T. Mallikarjuna Rao
Sri. G. R. N. Chowdary	MECH	Technician B	9848384828	G. R. N. Chowdary
Sri B. Sambasiva Rao	S&H	Technician A	9490006525	B. Sambasiva Rao
Sri. V. Sambasiva Rao	Library	Jr. Assistant	9492662308	V. Sambasiva Rao
Sri. N. Venkata Srinivas	Office	Sr. Assistant	9492615011	N. Venkata Srinivas
Sri. B. Srinivasa Rao	Office	Jr. Assistant	9493239173	B. Srinivasa Rao

*(Signature)*  
 Dr. N. Nagamalleshwara Rao  
 Professor, Dept. of IT,  
 Convener, SAC

29-01-2018

Resolutions:

1. In view of the NES Golden Jubilee celebrations at JKC College on 02-02-2018, the committee members discussed about the location for food supply, possible attendance and other issues regarding arrangements for the event.
2. The members along with our college staff and JKC college members were allocated duties and responsibilities for the event.
3. It was decided to seek the assistance of a few student volunteers for the said purpose and the same was finalized.

Members present:

1. Dr. N. Nagamalleshwara Rao
2. Dr. M. Murali
3. M. V. BHUJANGA RAO
4. T. Murali Krishna
5. G. Veeranjanyulu
6. E. Ramesh
7. Ch. Deva Raj
8. B. SAMBASIVA RAO
9. N. Venkata Srinivas Rao
10. T. V. Sambasiva Rao
11. P. Siva Prasad
12. P. Siva Prasad
13. B. SAMBASIVA RAO
14. V. Sambasiva Rao

*(Signatures)*  
 U. Nagaraj  
 H. Pradeep  
 S. Bhujanga Rao  
 P. Siva Prasad  
 G. Veeranjanyulu  
 E. Ramesh  
 Ch. Deva Raj  
 B. Sambasiva Rao  
 N. Venkata Srinivas Rao  
 T. V. Sambasiva Rao  
 P. Siva Prasad  
 B. Sambasiva Rao  
 V. Sambasiva Rao

**R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019**  
**Student Amenities Committee**

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on 05-07-2018 at 3.00 pm in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the food arrangements to be made for Graduation day on 07-07-2018.
- 2) To discuss about the functioning of the canteen and any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr. M. Murali (Coordinator)	Chemistry	Assistant Professor	7382323007	H. Murali
Sri M.V. Bhujanga Rao	IT	Assistant Professor	9849098281	M.V. Bhujanga Rao
Sri E. Ramesh	CSE	Assistant Professor	9885620595	E. Ramesh
Sri P. Siva Prasad	ECE	Assistant Professor	9985894745	P. Siva Prasad
Sri Ch. Deva Raj	MECH	Assistant Professor	9290567053	Ch. Deva Raj
Sri G. Veeranjanyulu	EEE	Assistant Professor	9885361554 9490871554	G. Veeranjanyulu
Sri. P. Siva Prasad	MCA	Assistant Professor	9866093651	P. Siva Prasad
Sri T. Murali Krishna	CSE	Programmer	9490605469	T. Murali Krishna
Sri T. Mallikarjuna Rao	Civil	Technician A	9177184411	T. Mallikarjuna Rao
Sri. G.R.N Chowdary	MECH	Technician B	9848384828	G.R.N Chowdary
Sri B. Sambasiva Rao	S&H	Technician A	9490006525	B. Sambasiva Rao
Sri. V. Sambasiva Rao	Library	Jr. Assistant	9492662308	V. Sambasiva Rao
Sri. N. Venkata Srinivas Rao	Office	Sr. Assistant	9492615011	N. Venkata Srinivas Rao
Sri. B. Srinivasa Rao	Office	Jr. Assistant	9493239173	B. Srinivasa Rao

04-07-2018

*K. Suman*

*N.N. Nagamalleswara Rao*  
 Dr. N. Nagamalleswara Rao  
 Professor, Dept. of IT,  
 Convener, SAC

Resolutions:

1. It has been resolved to make food arrangements in the canteen itself and the menu for the event was finalised.
2. The committee members were allocated duties for the smooth functioning of the canteen on the graduation day.
3. The regular functioning of the canteen was found to be satisfactory.

Members present:

1. Dr. N. Nagamalleswara Rao *N.N. Nagamalleswara Rao*
2. Dr. M. Murali *H. Murali*
3. Sri M.V. Bhujanga Rao *M.V. Bhujanga Rao*
4. Sri E. Ramesh *E. Ramesh*
5. Sri P. Siva Prasad *P. Siva Prasad*
6. Sri Ch. Deva Raj *Ch. Deva Raj*
7. Sri G. Veeranjanyulu *G. Veeranjanyulu*
8. Sri B. Sambasiva Rao *B. Sambasiva Rao*
9. Sri V. Sambasiva Rao *V. Sambasiva Rao*
10. Sri N. Venkata Srinivas Rao *N. Venkata Srinivas Rao*
11. Sri B. Srinivasa Rao *B. Srinivasa Rao*
12. *T. Mallikarjuna Rao*
13. *T. Murli Krishna*
14. *N. Venkata Srinivas Rao*
15. *G. Ramesh Chandra Chetty*

**R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019**  
**Student Amenities Committee**

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on **17-07-2018 at 3.00 pm** in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the food arrangements to be made for IIV B.Tech student's Parents meet on 19-07-2018.
- 2) To discuss about the functioning of the canteen and any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr.M.Murali (Coordinator)	Chemistry	Assistant Professor	7382323007	H.P. Murali
Sri M.V.Bhujanga Rao	IT	Assistant Professor	9849098281	Srinivas
Sri E.Ramesh	CSE	Assistant Professor	9885620595	Srinivas
Sri P.Siva Prasad	ECE	Assistant Professor	9985894745	P.S. Prasad
Sri Ch.Deva Raj	MECH	Assistant Professor	9290567053	Ch. Deva Raj
Sri G.Veeranjaneyulu	EEE	Assistant Professor	9440871554	G.V. Veeranjanyulu
Sri. P.Siva Prasad	MCA	Assistant Professor	9866093651	P.S. Prasad
Sri T.Murali Krishna	CSE	Programmer	9490605469	T.M. Krishna
Sri T.Mallikarjuna Rao	Civil	Technician A	9177184411	T.M. Krishna
Sri.G.R.N Chowdary	MECH	Technician B	9848384828	G.R.N. Chowdary
Sri B.Sambasiva Rao	S&H	Technician A	9490006525	B.S. Sambasiva Rao
Sri. V.Sambasiva Rao	Library	Jr.Assistant	9492662308	V.S. Sambasiva Rao
Sri. N.Venkata Srinivas Rao	Office	Sr.Assistant	9492615011	N.V. Srinivas Rao
Sri. B.Srinivasa Rao	Office	Jr.Assistant	9493239173	B.S. Rao

*K. Srinivas*

*N. Nagamalleswara Rao*  
 Dr.N.Nagamalleswara Rao  
 Professor, Dept. of IT,  
 Convener, SAC

16-07-2018

Resolutions:

1. It was decided to make arrangements for the IIV B.Tech Students Parents meet-2018 in the canteen itself.
2. Various duties to monitor and supply the food were discussed and the committee members were vested with certain responsibilities.
3. Memo for the meet and also maintenance of food quality was discussed at length so that the event should be successful.

Members present:

1. Dr. N. Nagamalleswara Rao N.Nagamalleswara
2. Dr. M. Murali H.Murali
3. Sri. M. V. Bhujanga Rao M.V. Bhujanga Rao
4. Sri. E. Ramesh E.Ramesh
5. Sri. P. Siva Prasad P.S. Prasad
6. Sri. T. Murali Krishna T.M. Krishna
7. Sri. Ch. Deva Raj Ch. Deva Raj
8. Sri. G. Veeranjanyulu G.V. Veeranjanyulu
9. Sri. T. Mallikarjuna Rao T.M. Krishna
10. Sri. G. R. N. Chowdary G.R.N. Chowdary
11. Sri. B. Sambasiva Rao B.S. Sambasiva Rao
12. Sri. V. Sambasiva Rao V.S. Sambasiva Rao
13. Sri. N. Venkata Srinivas Rao N.V. Srinivas Rao
14. Sri. B. Srinivasa Rao B.S. Rao
15. Sri. P. Siva Prasad P.S. Prasad

**R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019**  
**Student Amenities Committee**

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on 22-02-2019 at 3.00 pm in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the functioning of the canteen and other facilities provided to the staff and students.
- 2) Any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr. M. Murali (Coordinator)	Chemistry	Associate Professor	7382323007	H.P. Reddy
Sri M.V. Bhujanga Rao	IT	Assistant Professor	9849098281	H.P. Reddy
Sri E. Ramesh	CSE	Assistant Professor	9885620595	H.P. Reddy
Sri P. Siva Prasad	ECE	Assistant Professor	9985894745	H.P. Reddy
Sri Ch. Deva Raj	MECH	Assistant Professor	9290567053	H.P. Reddy
Sri G. Veeranjanyulu	EEE	Assistant Professor	9440871554	H.P. Reddy
Sri. P. Siva Prasad	MCA	Assistant Professor	9866093651	H.P. Reddy
Sri T. Murali Krishna	CSE	Programmer	9490605469	H.P. Reddy
Sri T. Mallikarjuna Rao	Civil	Technician A	9177184411	H.P. Reddy
Sri. G. R. N. Chowdary	MECH	Technician B	9848384828	H.P. Reddy
Sri B. Sambasiva Rao	S&H	Technician A	9490006525	H.P. Reddy
Sri. V. Sambasiva Rao	Library	Jr. Assistant	9492662308	H.P. Reddy
Sri. N. Venkata Srinivas Rao	Office	Sr. Assistant	9492615011	H.P. Reddy
Sri. B. Srinivasa Rao	Office	Jr. Assistant	9493239173	H.P. Reddy

K. Srinivas

Dr. N. Nagamalleswara Rao  
 Professor, Dept. of IT,  
 Convener, SAC

Resolutions:

1. The quality of food served in the canteen was discussed and found to be satisfactory.
2. Keeping in view the shortage of water during summer it was proposed to use water judiciously especially while cleaning the utensils. Instead of using taps directly it was proposed to collect water in buckets and use the same for wash purposes.
3. The water coolers were asked to be inspected by some of the members on regular basis and ensure that clean and safe water is supplied.

Members present:

1. Dr. N. Nagamalleswara Rao
2. Dr. M. Murali
3. Sri. M. V. Bhujanga Rao
4. Sri. E. Ramesh
5. Sri. P. Siva Prasad
6. Sri. Ch. Deva Raj
7. Sri. G. Veeranjanyulu
8. Sri. P. Siva Prasad
9. Sri. J. Murali Krishna
10. Sri. J. Mallikarjuna Rao
11. Sri. G. R. N. Chowdary
12. Sri. B. Sambasiva Rao
13. Sri. V. Sambasiva Rao
14. Sri. N. V. Srinivasa Rao
15. Sri. B. Srinivasa Rao

**R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019**  
**Student Amenities Committee**

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on 28-06-2019 at 3:00 pm in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the food arrangements and duty allocation for members to be made for the 4<sup>th</sup> Graduation Day on 29-06-2019.
- 2) To discuss about the functioning of the canteen and any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr.M.Murali (Coordinator)	Chemistry	Associate Professor	7382323007	H.Murali
Sri M.V.Bhujanga Rao	IT	Assistant Professor	9849098281	B.V.W.H.
Sri E.Ramesh	CSE	Assistant Professor	9885620595	P.J.
Sri P.Siva Prasad	ECE	Assistant Professor	9985894745	P.J.
Sri Ch.Deva Raj	MECH	Assistant Professor	9290567053	Ch.
Sri G.Veeranjaneyulu	EEE	Assistant Professor	9440871554	G.V.
Sri. P.Siva Prasad	MCA	Assistant Professor	9866093651	P.S.
Sri T.Murali Krishna	CSE	Programmer	9490605469	T.M.
Sri T.Mallikarjuna Rao	Civil	Technician A	9177184411	T.M.
Sri.G.R.N Chowdary	MECH	Technician B	9848384828	G.R.
Sri B.Sambasiva Rao	S&H	Technician A	9490006525	B.S.
Sri. V.Sambasiva Rao	Library	Jr.Assistant	9492662308	V.S.
Sri.N.Venkata Srinivas Rao	Office	Sr.Assistant	9492615011	N.V.
Sri. B.Srinivasa Rao	Office	Jr.Assistant	9493239173	B.S.

H.Murali  
 Dr.N.Nagamalleswara Rao  
 Professor, Dept. of IT,  
 Convener, SAC

26-06-2019

**Resolutions:**

1. The menu regarding the food arrangements for the 4<sup>th</sup> graduation day (29-06-2019) was discussed and finalized.
2. The members were allotted duties to supervise the distribution of food and see to it that regular canteen activity is closed between 1:00 - 3:00 p.m.
3. The regular functioning of the canteen was also discussed and found to be satisfactory. Usage of only steel tumblers for supply of tea, coffee etc., to be strictly implemented from 01-07-2019.

**Members present:**

1. Dr. M. Murali
2. Sri M. V. Bhujanga Rao
3. Sri E. Ramesh
4. Sri P. Siva Prasad
5. Sri J. Murali Krishna
6. Sri J. Mallikarjuna Rao
7. Sri G. R. N. Chowdary
8. Sri B. Sambasiva Rao
9. Sri V. Sambasiva Rao
10. Sri N. Venkata Srinivas Rao
11. Sri B. Srinivasa Rao

R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019  
Student Amenities Committee

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on 30-07-2019 at 2.30 pm in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the prices of various items sold upon the canteen counter and finalize the list for the academic year 2019-20.
- 2) To reorganize the committee if at all any members have left or are to be replaced during this year.
- 3) To discuss about the functioning of the canteen and any other item with the permission of the chair.

Name of the member	Dept.	Designation	Contact No.	Signature
Dr. M. Murali (Coordinator)	Chemistry	Associate Professor	7382323007	M. Murali
Sri M. V. Bhujanga Rao	IT	Assistant Professor	9849098281	M. V. Bhujanga Rao
Sri E. Ramesh	CSE	Assistant Professor	9885620595	E. Ramesh
Sri P. Siva Prasad	ECE	Assistant Professor	9985894745	P. Siva Prasad
Sri Ch. Deva Raj	MECH	Assistant Professor	9290567053	Ch. Deva Raj
Sri G. Veeranjanyulu	EEE	Assistant Professor	9440871554	G. Veeranjanyulu
Sri. P. Siva Prasad	MCA	Assistant Professor	9866093651	P. Siva Prasad
Sri T. Murali Krishna	CSE	Programmer	9490605469	T. Murali Krishna
Sri T. Mallikarjuna Rao	Civil	Technician A	9177184411	T. Mallikarjuna Rao
Sri. G. R. N. Chowdary	MECH	Technician B	9848384828	G. R. N. Chowdary
Sri B. Sambasiva Rao	S&H	Technician A	9490006525	B. Sambasiva Rao
Sri. V. Sambasiva Rao	Library	Jr. Assistant	9492662308	V. Sambasiva Rao
Sri. N. Venkata Srinivas Rao	Office	Sr. Assistant	9492615011	N. Venkata Srinivas Rao
Sri. B. Srinivasa Rao	Office	Jr. Assistant	9493239173	B. Srinivasa Rao

K. Sambasiva Rao

M. Nagamalleswara Rao  
Dr. N. Nagamalleswara Rao  
Professor, Dept. of IT,  
Convener, SAC

29-07-2019

Resolutions:

1. In view of the increase in prices of essential commodities, the committee has decided to propose an increase in the cost of meals and idly/Curry from Rs. 45 to Rs. 50 and Rs. 12 to Rs. 15 respectively.
2. The committee has informed its members that if any change in their participation is to be done, it shall take place through proper channel only.
3. The taste of certain items like Dal, Sambar and Pakodi was found to be slightly varying as per the feedback. The cooking personnel was informed to take care of the same and see to it that they are tasty.
4. The financial status of the canteen was also discussed among the members.

Members present:

1. Dr. N. Nagamalleswara Rao
2. Dr. M. Murali
3. Sri. M. V. Bhujanga Rao
4. Sri. E. Ramesh
5. Sri. P. Siva Prasad
6. Sri. Ch. Deva Raj
7. Sri. G. Veeranjanyulu
8. Sri. P. Siva Prasad
9. Sri. J. Murali Krishna
10. Sri. J. Mallikarjuna Rao
11. Sri. G. R. N. Chowdary
12. Sri. B. Sambasiva Rao
13. Sri. V. Sambasiva Rao
14. Sri. N. Venkata Srinivasa Rao

**R.V.R. & J.C. COLLEGE OF ENGINEERING, GUNTUR - 522 019**  
**Student Amenities Committee**

The following members of Student Amenities Committee are requested to make it convenient to attend the meeting to be held on **19-08-2019 at 2.30 pm** in the Canteen Hall, to discuss the items mentioned in the agenda.

**Agenda:**

- 1) To discuss about the food arrangements to be made for I/IV B.Tech student's Parents meet on 21-08-2019.
- 2) To discuss about the functioning of the canteen and any other item with the permission of the chair.

S.No.	Name of the member	Dept.	Designation	Contact No.	Signature
1	Dr.M.Murali (Coordinator)	Chemistry	Associate Professor	7382323007	H.M. Murali
2	Sri M.V. Bhujanga Rao	IT	Assistant Professor	9849098281	M.V. Bhujanga Rao
3	Sri E. Ramesh	CSE	Assistant Professor	9885620595	E. Ramesh
4	Sri P. Siva Prasad	ECE	Assistant Professor	9985894745	P. Siva Prasad
5	Sri Ch. Deva Raj	MECH	Assistant Professor	9290567053	Ch. Deva Raj
6	Sri G. Veeranjanyulu	EEE	Assistant Professor	9440871554	G. Veeranjanyulu
7	Sri. P. Siva Prasad	CSE	Assistant Professor	9866093651	P. Siva Prasad
8	Sri T. Murali Krishna	CSE	Programmer	9490605469	T. Murali Krishna
9	Sri T. Mallikarjuna Rao	Civil	Technician A	9177184411	T. Mallikarjuna Rao
10	Sri. G.R.N Chowdary	MECH	Technician B	9848384828	G.R.N Chowdary
11	Sri B. Sambasiva Rao	S&H	Technician A	9490006525	B. Sambasiva Rao
12	Sri. V. Sambasiva Rao	Library	Jr. Assistant	9492662308	V. Sambasiva Rao
13	Sri. N. Venkata Srinivas Rao	Office	Sr. Assistant	9492615011	N.V. Srinivas Rao
14	Sri. B. Srinivasa Rao	Office	Jr. Assistant	9493239173	B. Srinivasa Rao

*K. Srinivasan*

*N.N. Nagamalleswara Rao*  
 Dr. N. Nagamalleswara Rao  
 Professor, Dept. of IT,  
 Convener, SAC

Resolutions:

1. The committee discussed about the arrangements for serving food in the canteen itself, than 6 counters (4 in the ground floor & 2 in the auditorium).
2. The estimated strength is around 2000 members and the menu was also finalised.
3. Committee members were assigned duties for the smooth conduct of food supply at various counters.
4. The regular functioning of the canteen was found to be satisfactory.

Members present:

1. Dr. N. Nagamalleswara Rao
2. Dr. M. Murali
3. M. V. BHUJANGA RAO
4. V. SAMBASIVA RAO
5. T. Mallikarjuna Rao
6. N. Venkata Srinivasa Rao
7. G. Veeranjanyulu Choudary
8. B. SAMBASIVA RAO
9. P. Siva Prasad
10. E. Ramesh
11. B. SRINIVASA RAO
12. G. Veeranjanyulu (FER)
13. T. Murali Krishna (SSC)
14. CH. Deva Raj (MECH)

*N.N. Nagamalleswara Rao*  
*H. M. Murali*  
*M. V. Bhujanga Rao*  
*V. Sambasiva Rao*  
*T. Mallikarjuna Rao*  
*N. Venkata Srinivasa Rao*  
*G. Veeranjanyulu*  
*B. Sambasiva Rao*  
*P. Siva Prasad*  
*E. Ramesh*  
*B. Srinivasa Rao*  
*G. Veeranjanyulu*  
*T. Murali Krishna*  
*Ch. Deva Raj*